

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 22, 2011 in the Burlington Public Library Meeting Room. Present were Yvonne Braunschweig, Steve Rauch, Pat Hoffman, Penny Torhorst, Dianne Boyle, Kay Pockat, Scott Johnson, and high school representatives, Nicole Durand and Evelyn Dillman. Excused were Pat Hurley and Mike Kelly. Also present was Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:01.

Minutes of the February 15, 2011 meeting were approved. Braunschweig moved, and Boyle seconded. Motion passed.

The March 2011 General Fund Bills, Prepaids, Reimbursements and February 2011 General Fund Deposits were discussed and approved. Braunschweig moved approval and Johnson seconded. Motion passed.

Braunschweig moved and Johnson seconded the motion to approve the March Trust Fund Bills and the February Trust Fund Deposits. Motion passed.

Committee Reports: There were none at this time.

Federated Library Report: Braunschweig reported on changes in the LLS Board. System Administrator Kristin Hewitt will be taking a decrease of 10% in pay and 1 furlough day every two weeks. Lakeshores is trying to renegotiate a multiyear lease for their offices, to reduce expenses. Lakeshores has changed from OCLC to Sky River for cataloging and from OCLC ILL to WisCat for interlibrary loan purposes, greatly reducing their costs.

Old Business:

Friends: The Friends are ready to send out their fundraising letter and to make telephone calls. Falk wanted the Board's approval to have business cards available from the business that will donate the raffle basket each month. Torhorst asked if there was any objection. There was none.

New Business:

Annual Report: Falk handed out the Annual Report and explained to the Board that the auditors have made some adjustments and they need to make more corrections. They will be back in April and after that Falk stated that she will have the City Treasurer, Steve DeQuaker, come and explain to the Board what changes were made and why.

Patron Code of Conduct: Falk is working with the City Attorney on a couple of issues. One of the issues is people taking pictures and videos in the library. The other is the Police Dept. will be helping get overdue materials collected from patrons that have not returned items.

Expanding Library service to patrons without standard ID: Currently Lakeshores Library System staff is not sure that we need to take the DL #, which was required when Bernie Bellin headed up Lakeshores. Falk is waiting until the next Lakeshores meeting for their ruling.

Program Funds: Falk asked the Board if they wanted to approve \$1,200.00 of book sale money to be used for library programs again this the year. Hoffman moved and Braunschweig seconded the motion to use \$1,200.00 of book sale money to put towards the program fund. Motion passed.

Summer Reading Program Supplies: Falk asked the Board if they wanted to use grocery money to pay for SRP t-shirts for the staff to wear for the summer. Boyle moved to approve \$200.00 of grocery fund money to be used to purchase t-shirts for the staff, with the possibility of selling extra t-shirts to the public. Hoffman seconded the motion and the motion was approved.

April Meeting: The April Board meeting will be two weeks early on April 12th.

Budget Repair Bill and proposed budget: The proposed budget eliminates library maintenance of effort for counties and municipalities. Previously, they had to fund at an average of the last 3 years. State law only requires counties to reimburse at 70% of the actual cost of service to county residents without a home library. Currently both Racine and Walworth Counties reimburse at a higher percentage. Losing the maintenance of effort support could mean a drastic cut in county funds to our library.

Everyone at the library will be paying 5.8% for Wisconsin Retirement as soon as the budget repair bill is published and takes effect. No one at the library is represented by a union or covered under a collective bargaining agreement.

Copier replacement: The City has given the approval to go ahead with the purchase of a new copier. The funds were already in the budget for it. The new copier we are looking for is a color printer/copier that all the staff will be networked to. Hoffman moved and Braunschweig seconded the motion to purchase a new Cannon color printer/copier for the staff. Motion passed.

Roof Repair: The City has also approved going ahead with the roof project that was also already included in the budget for this year. Brian is currently getting estimates. The carpet project will have to wait.

Directors Report: We were closed a day and a half in February due to the storm. Our numbers are down because of that.

The Literacy group is meeting here on March 24th. They want to partner with us and use our materials. Judy has started a Life Writing class which meets twice a month. There has been a good response to the class.

BPL in the news: There are many articles from the paper.

Public Communication to the Board: There was nothing at this time.

Meeting was adjourned at 5:55 PM. Hoffman moved and Braunschweig seconded. Motion passed.

Our next meeting will be on Tuesday, April 12th at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Yvonne Braunschweig
Secretary